

DEPARTMENT OF HEALTH SERVICES

714 P Street, Room 1640
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(916) 657-1460



October 17, 2001

PPL No. 01-014

TO: All Local Governmental Agencies (LGAs)
All Local Educational Consortia (LECs)
Medi-Cal Administrative Activities (MAA) and
Targeted Case Management (TCM) Coordinators

SUBJECT: **RETURNING MAA INVOICES FOR INSUFFICIENT FUNDS IN MAA CONTRACTS**

The purpose of this letter is to advise all LGAs/LECs participating in the Medi-Cal Administrative Activities (MAA) Program that effective November 1, 2001 the Administrative Claiming Operations Unit (ACOU) will no longer hold invoices that are determined to have insufficient funds in their contract. Instead these invoices and any returned from DHS' Accounting office for insufficient funds will be returned to the respective LGA/LEC pending resolution of the funding problem. A cover letter will be sent advising the LGA/LEC the reason for returning the invoices.

Any invoices received while a contract amendment is being processed and is not executed will also be returned to the LGA/LEC. It is the responsibility of each LGA/LEC to resubmit these invoices after the contract amendments have been executed. It is also the responsibility of each LGA/LEC to monitor the amount of available contract funds and to request contract amendments as soon as possible. No invoice can be paid without an approved contract. Therefore, it is critical that the MAA coordinators carefully monitor their contract amounts to be able to submit invoices within the federal claiming deadlines.

If you have any questions concerning this matter, please contact Ms. Georgia Rivers, Chief of the Administrative Claiming Operations Unit, at (916) 657-0627 or by e-mail at grivers2@dhs.ca.gov.

Sincerely,

Original signed by P. Morrison

Patricia L. Morrison, Chief
Administrative Claiming and
Support Section

cc: See Next Page

All Local Governmental Agencies (LGAs)
All Local Educational Consortia
Medi-Cal Administrative Activities (MAA) and
Targeted Case Management (TCM) Coordinators
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Medi-Cal Administrative Activities:	X
Targeted Case Management:	
Policy Effective Date:	November 1, 2001
Policy Reference:	

cc: Ms. Cathleen Gentry
Local Governmental Agency
MAA/TCM Consultant
455 Pine Avenue
Half Moon Bay CA 94109

Ms. Linda Minamoto
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